



Parking Implementation and Governance Committee

Meeting Date: December 9, 2016

Time: 8:00 to 9:00 am

Location: Town Manager's Conference Room, Town Hall Annex

Attendance: Steve Byrne, Adam Chapdelaine, Mike Gordon, Howard Muise, Corey Rateau, Laura Wiener, Alison Carter

Meeting Minutes:

Minutes of November 15, 2016 approved unanimously.

Meter Installation.

- Mike Morse sent a written report that the new single-space meters are generating about \$1100 each per day. The 15 minutes free function is used on average twice per day per meter. Meters have been reprogrammed so that each time the meter is used there is full 15 minutes free. Projected annual meter income is \$350,000.
- Ali Carter, Economic Development Coordinator, reported that business owners are happy with the improved availability.
- Howard said that he would start working on designing a monitoring program for the spring.
- Corey noted that signs will be installed allowing 4 hour parking on side streets. He noted that parking lots look fuller.
- Corey asked about the "15 Minute Parking" sign in front of the Post Office. It was agreed to take the sign down because Selectmen voted 4 hour parking on-street. Keep it consistent.
- Collections—meters need to be emptied about every 10 days. Discussion about how best to accomplish. Steve suggested that it is part of Parking Clerk's job.
- Library and Whittemore Robbins House lot
 - The pad for the multi-space meter is installed and parking spot numbers are painted.
 - Treasurer has made employee parking passes.

Pay-by-phone. Mike is setting up a conference call with "Passport" to discuss.

Parking Benefits District (PBD). Laura distributed wording for a warrant article. Adam suggested we hold one or more public meetings with merchants and residents to get suggestions for projects to be funded from meter funding. Can probably count on about \$150,000 in first year.

Next meeting Friday Jan. 6, 8:00AM.